



COMMUNICATIONS NETWORK TECHNICIAN

Purpose:

To actively support and uphold the City's stated mission and values. To perform a variety of technical work in the installation, repair and maintenance of communications equipment in the radio or voice and data functions.

Supervision Received and Exercised:

Receives general supervision from the Telecommunications Operations Supervisor or from other supervisory or management staff.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Install, repair, and maintain communications equipment including radio base station equipment, portable and fixed mobile radios, sound systems, alarm systems, display systems and other related equipment.
- Install, repair, and maintain emergency lights and sirens on police and fire vehicles.
- Ensure that equipment is in compliance with Federal regulations; perform request equipment tests as part of preventative maintenance; adjust and tune FCC licensed transmitters when supervised by a licensed technician.
- Provide technical assistance to users of the communications system; provide on-call support on evenings and weekends as needed.
- Prepare schematic drawings; make recommendations based upon changes required in system; revise procedures manual.
- Maintain accurate records of operations such as system performance, equipment inventory and daily activity summaries; record termination's of telephone, data, and radio lines.
- Operate a drill press, electric drill, band saw and other related hand tools.

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- Assist in maintaining spare equipment and parts inventory.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related experience, training or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of increasingly responsible technical experience in radio, voice and data communications equipment installation, operation, maintenance and repair.

Training:

Equivalent to the completion of the twelfth grade supplemented by courses in electronic or communications engineering or a related field.

Licenses/Certifications:

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 103.

Job Code: 2552

Salary Range: 28

FLSA: Non-Exempt